

# Spofford Yacht Club Policies and Guidelines

## Security

If you are the last to leave the club, please be sure to: **turn off all lights, lock the clubhouse and secure the gate at the end of the driveway.** Please follow the directions posted on the signs for securing the facilities.

## Swimming Safety

The club does not provide lifeguards. SYC members and their guests swim at their own risk. Children should not be left unattended while using the swimming area. The swim float is to be used as a resting and diving platform. Pushing, shoving, and horseplay of any kind is prohibited. Use of the boat dock for swimming is prohibited during weekends and holidays due to boat traffic on and off of the boat dock. Sailboats and the SYC pontoon boat always have priority on the boat dock.

## Clubhouse and Deck

Children are not permitted to use the clubhouse or deck for running or playing. Young children are not permitted to be on the deck without adult supervision. Children under the age of 18 should have parental supervision while using the club. Members whose children wish to use the club must have adult supervision while on the premises. The member should notify the Commodore or another officer of the club of who is providing the child supervision if the immediate parent is not in attendance.

## Pets

All pets are to be leashed at the club. Pets are not permitted to swim in the designated swim areas. Pets are permitted to swim at the boat ramp adjacent to the boat lift platform only. Pet owners must pick-up after their pets and dispose of their waste immediately.

## Winter Clubhouse Usage

Use of the clubhouse fireplace is strictly prohibited after the fall work bee and before the spring work bee as the chimney is covered during the off-season.

## Lockers

Voting members and annual members are given priority on a seniority based system. Open to other membership categories if available. Fees are payable annually.

## Boat Ramp and Hoist

Boat ramp is for use by voting members and their guests. Guest members and limited annual members may use it for personal boats only. The hoist is to be used for member's personal boats only, after being checked out by a member of the waterfront or safety committee. If in doubt, **ask for assistance.**

## Boat Yard

Voting, Annual, and Honorary members may store sail or paddle craft, sailboats are given priority. All other categories may store one sailboat that must be removed before the fall work bee. Members are discouraged from performing any significant boat repairs on premises, and must receive permission of the Commodore before performing significant repairs such as gel coat, sanding/ painting, or fiberglass.

### **Docks and Waterfront**

Full access for Voting, Annual, Senior, and Honorary members. Priority given to boats that are actively used. Docks are reserved for Sunfish and personal tenders for the moored boats. Guest members and limited Annual members, may store one Sunfish or other board type sailboat on the docks. All other craft such as windsurfers, kayaks, paddleboards are to be stored on the racks. No boats are to be stored on the main docks overnight without approval from a Club officer.

## **Moorings Policy**

1. There are a total of 19 sailboat moorings. Mooring priority will be based upon boat composition and type, such as wood, draft, length (20' or less), weight and/or inability to be dry sailed (not able to be rigged with a harness and lifted onto a trailer, or launched by hoist).
2. Members with current moorings that hold a boat that cannot be dry sailed will keep a mooring from season to season. Location may change. Determination of placement will be made by the Docks and Waterfront chairperson or by the Board of Directors in the case of a disagreement. Unless otherwise prearranged by the chairperson and/or Board of Directors, any mooring left vacant for one year, will be designated, at the beginning of the next season, as an available mooring.
3. Available moorings for newly acquired boats which cannot be dry sailed will be assigned on a "first come first serve" basis to members having a boat ready to launch. Members contemplating the purchase of a boat that requires a mooring should consult with the Docks and Waterfront chairperson.
4. Given availability, a request may be made for a mooring by a sailboat owner having a boat that can be dry sailed. Based on type of boat and seniority, the owner will be afforded the "open" mooring with the understanding that the assignment may be temporary.
5. Should it become necessary to have a boat that can be dry sailed moved off a mooring (to make room for a boat that cannot be dry sailed), a seniority system will be used to determine which owner is asked to move their boat off a given mooring.
6. SYC is a sailing club and will not provide mooring space for powerboats.
7. Members with sailboats stored in the parking lot will have location priority over storage of non-sailing vessels and equipment such as dinghies, canoes, kayaks, empty trailers, etc.
8. Temporary yard storage of motorized boats must have the approval of the Commodore or their designee.
9. Waterfront access at SYC does not constitute lake access for the purpose of own mooring

# Pontoon Boat General Usage Policy

Any use of the SYC pontoon boat by club members is subject to the following policies and restrictions as voted upon by the club membership July 5, 2005. SYC members who wish to use the pontoon boat must adhere to and comply with these policies, rules and restrictions pertaining to the use of the boat. Any member of the club is free to use the pontoon boat. **However, only dues paying club members who are trained and certified NH operators (captains) may operate the boat.**

## **1. Training Requirements for Certified Operators (Captains)**

### **• New Hampshire Boating Education Requirement**

SYC members who wish to operate the pontoon boat must be able to demonstrate in writing that they have satisfactorily completed the State of New Hampshire mandated boating education course (regardless of age). Proof of satisfactorily meeting this requirement will be kept on file by the chairperson of the Docks and Waterfront Committee.

### **• SYC Pontoon Boat Training Requirement**

SYC members who wish to operate the pontoon boat (captain) must undergo training in the operation, safety and general upkeep of the boat by the chairperson of the Docks and Waterfront Committee (or an individual designated by the chairperson of the Docks and Waterfront Committee to conduct such training). Such training will also include usage of the whaler, usage of the shore to vessel radio and usage of the "Service Vessel". Captains will be retrained as needed.

## **2. Scheduling and Reservations**

### **• Scheduling**

Any adult member of the club is free to use the pontoon boat subject to the availability of a trained operator (captain). A schedule and calendar will be maintained by the chairperson of the Docks and Waterfront Committee. The schedule and calendar will be posted in the SYC club house. Members who wish to use the pontoon boat for private use should review the schedule and calendar for open dates and times. The schedule and calendar may change at the discretion of the chairperson of the Docks and Waterfront Committee.

### **• Club Business**

Club business will take precedence over general membership use of the pontoon boat. Club business includes the use of the pontoon boat for weekly racing, in-house regattas, invitational regattas, sail training and practice, harbor maintenance, and other business as determined by the chairperson of the Docks and Waterfront Committee and/or the SYC Board of Directors.

### **• Reservations**

The use of the pontoon boat must be made by reservation. In order to avoid reservation and scheduling conflicts, all reservations must be made through the chairperson of the Docks and Waterfront Committee. The chairperson of the Docks and Waterfront Committee is the only individual authorized to accept a reservation. Reservations should be made one week in advance and must be made in writing or by e-mail. The reservations should not conflict with race, regatta or sail training sessions. Reservations may be cancelled at the discretion of the

chairperson of the Docks and Waterfront Committee for reasons including but not limited to inclement weather, boat maintenance, unanticipated club business, or the unavailability of a trained volunteer operator (captain) in the event one is required or/and requested.

Reservations to use the pontoon boat will not be accepted for general membership use three (3) days prior to a scheduled in-house or invitational regatta or on designated race days. This will help the Race Committee to ensure that the boat is in good working order and ready for service at the time of the regatta, and also provide race participants an opportunity to practice in the days prior to the scheduled event.

Reservations will be accepted from all dues paying adult members of the club. However, only those who are qualified operators (captains) may operate the pontoon boat. Reservations by non-trained members will be accepted contingent upon the availability of a trained volunteer operator (captain). Volunteer operators (captains) are subject to the same privileges, requirements and restrictions as any other member of the club. No member of the club may use the boat for more than three (3) times per season.

- **Duration of Use**

All operators (captains) must leave a list of passengers at the club house.

Private use of the pontoon boat will be limited to 90 minutes per trip.

Multiple trips by members of the same party (group) will not be accepted.

No more than three (3) trips will be scheduled on a given day.

Nighttime use of the pontoon boat is prohibited. The boat must be returned to the dock within ½ hour after sunset.

- **Fees**

Individual parties will be charged a \$15.00 gas and upkeep fee for each time the boat is used.

### **3. Boat Safety**

- Members who wish to schedule the pontoon boat must sign a disclaimer.
- The boat capacity is limited to nine (9) passengers and one (1) captain.
- The captain shall be the only operator of the boat. The captain is responsible for ensuring the boat has a sufficient number of life vests for every passenger.
- The pontoon boat is not to be used for fishing or as a swimming or diving platform.
- Use of the pontoon boat for tubing or skiing is prohibited. Towing another vessel is prohibited, except in an emergency situation, or if the vessel is disabled.
- Only the chairperson of the Docks and Waterfront Committee and the club designated "Race Committee" will be permitted to fill the fuel tanks with gasoline.
- **The use of alcoholic beverages on the pontoon boat is prohibited.**

## Policy for Use of Club Facilities

The use of the Club Facilities is primarily for the benefit of the members and the Club's regularly scheduled activities such as holiday events and sailing regattas. From time to time there will be requests from members and outside organizations to use the Club Facilities for parties or other events. In order to protect the rights of the members and not impose any undue strain on Club facilities, the policy for the use of the Club facilities shall be as follows:

### Visitors

1. The same guests should not be invited to the club more than twice during the same season unless an application is pending, or the guest is racing.
2. The conduct of a guest, while at the yacht club, is the responsibility of those who granted the invitation.
3. Guests must be accompanied by those members who granted the invitation.
4. Parties for persons who are under the legal age, which have no parental supervision are prohibited.

### Groups

1. The use of Club facilities for large gatherings of members or outside organizations shall be limited to Monday through Thursday, and shall be further limited so as not to interfere with any regularly scheduled Club events during those days (e.g. Wednesday evening Sunfish racing.)
2. The Commodore may, at his discretion, approve gatherings of up to 40 people. Any gatherings of more than 40 people must be approved by the Board of Directors. The size of any gathering shall be limited to not more than 100 people.
3. Any party using the Club facilities shall be responsible for cleaning up after the event and disposing of all trash.
4. In addition to normal charges for the use of the Club facilities, if the club incurs any additional expense because of the gathering (e.g. pumping the septic system), the party using the Club facilities shall be charged for that expense.

## Watercraft Storage Policy

**NOTE:** A yearly inventory will be done and rules on watercraft will be enforced.

**NOTE:** Spofford Yacht Club, its officers and members assume no liability for storage of any craft and members do so at their own risk.

1. ALL Watercraft belonging to SYC members *must* be identified with SYC ID stickers. ID stickers will be placed on the rear port (left) side or stern of the craft.
2. ALL Watercraft requiring NH Registration (sail > 12', motor, etc.) must be registered in compliance with NH RSA's. In addition to being susceptible to fines, **such craft must be registered by July 1<sup>st</sup>**, or will be assessed a \$100 assessment fee on their January bill. Members are limited to 4 registered boats. **Exception:** Members who prefer to store their Sunfish under the clubhouse during the winter months may do so for an additional fee. All boat mooring and storage fees will be reviewed annually

by the BOD. Their recommendations will be voted on at the Annual Meeting. The treasurer will implement those fees.

### 3. Racks and Dock Storage

- The club provides waterfront dock storage for registered Sunfish and dinghies belonging to moored boats. The Docks/Waterfront Chair will assign summer placement based on the use and physical ability of the member. Sunfish placed on Sunfish docks must be registered. Sunfish which have only infrequent use *must* still be registered but may be placed on racks in the parking lot. A copy of dock assignments will be posted in the clubhouse.
- The club provides rack storage for other craft not requiring NH registration, including canoes, kayaks, Opti's, windsurfers, paddle boards, rowboats, etc. The Docks/Waterfront chair will assign summer placements based on use and physical ability. Members are encouraged to remove such craft after the summer season however may store such craft for winter storage (defined as after November 1<sup>st</sup>) for a \$30 storage fee.

**Exception 1:** Junior Sailing Fleet. The Commodore in her/his discretion, may declare certain sailing craft as part of Junior Sailing and waive any winter storage fee.

**Exception 2:** Dinghies belonging to moored boats are exempt from any storage fee.

**Exception 3:** The Rear Commodore in her/his discretion may exempt certain craft under repair or construction from storage fees. Such exemption is limited to one year only.

- The club provides limited reserved rack storage. The racks available for reservation are located to the east of the boat ramp and northwest of the clubhouse. The Docks/Waterfront Chair will assign reserved rack placement based on use and physical ability of the member. Racks that are reserved must be clearly marked with the members name on both the rack and watercraft. A reservation fee of \$30 will be assessed at the time of the reservation, and included on the members January invoice thereafter. The reservation fee includes winter storage.
- Racks left vacant will be available for transient use, but watercraft will be subject to removal if a reservation is requested. A copy of rack assignments is posted in the clubhouse, and revised at least annually.
- The Rear Commodore, or his/her designee, will conduct a boat inventory on or shortly after November 1<sup>st</sup> and forward to the board and the treasurer an inventory of craft and those needing to be charged for winter storage.

## Winter Storage Policy

Winter storage is defined as any boats left in any SYC approved storage areas from the fall (Nov 1st) until the spring (May 15th.) Boats may not be stored in unapproved areas. Each affected member will have a numbered spot, in which they can group and store up to three boats during this time period. Before or by May 15th, members will disassemble the storage spot in preparation for the summer, when boats need to be movable and free of any surrounding clutter so that the Yard person may move boats and trailers **at will** during the summer months. The numbered spots will apply only to winter storage. The fee for use of this storage will be set at the annual meeting.